

**THE NAVAJO NATION**  
**Department of Personnel Management**  
**JOB VACANCY ANNOUNCEMENT**

REQUISITION NO: EPA01512102

DATE POSTED: 06/20/16

POSITION NO: 946398

CLOSING DATE: OUF

POSITION TITLE: Chemist

DEPARTMENT NAME / WORKSITE: EPA/Waste Regulatory Compliance Department - Superfund Program/St. Michaels, AZ

WORK DAYS: <u>Mon.-Fri. (weekend occas.)</u>	REGULAR FULL TIME: <input checked="" type="checkbox"/>	GRADE/STEP: <u>AB65A</u>
WORK HOURS: <u>8:00 am - 5:00 pm</u>	PART TIME: <input type="checkbox"/> NO. OF HRS./WK.: _____	\$ <u>44,054.40</u> PER ANNUM
	SEASONAL: <input type="checkbox"/>	\$ <u>21.18</u> PER HOUR
	TEMPORARY: <input type="checkbox"/> DURATION : _____	

**DUTIES AND RESPONSIBILITIES:**

Conducts research to ensure analysis of environmental samples such as air, water, soil, etc. are performed according to best performance practices and methodologies for organic and inorganic chemicals; Reviews scientific literature pertinent to assignments and keeps abreast of new developments; Develops applicable sampling and analysis plans or field sampling plans to capture and delineate contamination; Applies specified and applicable procedures of analytical quality control and ensures precision and accuracy of analytical data; Determines which qualified laboratory to use before sample collections and ensures environmental samples are prepped correctly prior to shipping them to qualified laboratories; Updates the Quality Assurance Program Plan; Leads and conducts field analysis for the identification and qualitative quantification of categorical organic and inorganic compounds and radioactive species; Oversees contractors who extract environmental samples for analytical identification and quantification of chemicals and radioactive species; Develops and updates standard operating procedures for instrumentations, field protocols, and field processes; Keeps all instrumentation functional and performs general maintenance and calibration as required. Attends meetings, seminars, conferences, and in-service sessions; Coordinates and conducts technical meetings with staff and project participants; Interacts with specialists in contributory fields such as biology, microbiology, health physics, and engineering; Prepares reports identifying the sample, showing the methods and procedures used, any interpretation, and whether the sample appears to be in violation of any agency regulation; evaluates and interprets the results to draw conclusions and to ensure the data needed has been obtained and is valid; prepares a report describing the results, conclusions, and if appropriate, a recommended solution to the problem.

**QUALIFICATION REQUIREMENTS: (Education, Experience, and Training)**

**Minimum Qualifications:**

- A Bachelor's degree in Chemistry, or a closely related field; and two (2) years professional experience as a chemist, physicist, or related profession.

**Special Requirements:**

- During field work, work requires attention to detail with potential exposure to loud noises, dust, toxic chemicals, and fumes while working near site; Additionally, carrying of weight up to 25 lbs. an hour/day for equipment such as laptop, printer, phone, calculator, rad monitoring equipment, digital movie/camera, recorder, and log books.

***(To receive full credit for education, certification, or licensure, transcripts, copies of degrees, certificates, and other appropriate documents must be submitted along with employment application.)***

**Special Knowledge, Skills and Abilities:**

Knowledge of chemical and biological principles, practices, and techniques of project assessments, and investigations; Oversight of projects using Navajo Nation environmental protection laws and regulations; Proper testing methods; Technical problem solving that involve special requirements for adaptation and modification; Field use of equipment and instrumentation; Occupational safety and health regulations and practices; Health Physics methods and practices; Technical research, analysis, interpretation, and writing methods and practices; Skill in instrument and equipment use including quality control and interpretation for valid results; Development of and presentation of reports; Public relations techniques in response to inquiries, requests, and complaints; Meeting with professional and technical disciplines, public or government organizations including the Navajo Nation, state, local or private entities; Maintaining accurate records, filing system, and effective working relationships.

**THE NAVAJO NATION GIVES PREFERENCE TO ELIGIBLE AND QUALIFIED APPLICANTS IN ACCORDANCE WITH THE NAVAJO PREFERENCE IN EMPLOYMENT ACT AND VETERANS' PREFERENCE.**